

Statewide Interoperability Executive Committee (SIEC)
Summary of Minutes - Regular Public Meeting
Tuesday, October 15, 2013 - 10:00 AM – 12:00 PM

SIEC Members Present

- Mark Venuti, Director, Guardian Medical Transport (Co-Chair)
- Mike Sacco, Captain, Pima County Sheriff's Office (Co-Chair)
- Jesse Cooper, Communications IT Project Manager, Phoenix Police Department
- Jeremy Knoll, Telecommunications Systems Maintenance Supervisor, Arizona Department of Public Safety

SIEC Members Not Present

- Pete Weaver, Director, Maricopa County Department of Emergency Management

Public Safety Interoperable Communications (PSIC) Office Attendees:

- Justin Turner, Arizona Statewide Interoperability Coordinator & Manager, Public Safety Interoperable Communications (PSIC) Office
- Karen Allen, Project Manager
- Michael Britt, Project Manager
- Glade Jarman, Project Manager
- Kyle Stephens, Project Coordinator

22 interested parties and members of the public were also present either in person or on the web conference.

Call to Order

The meeting was called to order at 10:00 AM by Mark Venuti, Co-Chair. Roll call was taken as noted above, and a quorum was declared present. Before proceeding with the agenda, Mark Venuti presented a certificate of appreciation to Scott Tillman, who has recently retired from DPS and the Committee.

Approval of Meeting Minutes: September 4, 2013 SIEC Public Meeting

Action Item

Motion: Jesse Cooper made a motion to approve the September minutes.

Second: Mike Sacco

The motion was unanimously carried.

Annual Review of Technical Policies, Standards, and Procedures (PSP)

Action Items

Presenter: Glade Jarman, Project Manager, PSIC Office

Mr. Jarman reviewed the technical PSPs and changes for the Committee. After reminding the committee members of the review process, Mr. Jarman reviewed each technical SOP in turn.

The first technical SOP to be reviewed was the Land Mobile Radio Minimum Standards document. The first proposed change to the land mobile radio minimum equipment standard is to increase the minimum character display from 7 to 8.

After this proposed change was announced, Justin Turner introduced Jeff Clark from Queen Creek Fire Department who presented information that VHF radios used by many agencies in wildfire and other scenarios are only 7 character display. These 7 character radios are standard use across the federal wildfire response system. Mr. Sacco inquired whether the radios meet all other requirements and Mr. Clark answered that they do. Mr. Sacco asked whether this is a recent model, still readily available; Mr. Clark answered that they are.

Mr. Venuti suggested that the VHF requirement be lowered to 7. Mr. Scott Tillman, a member of the workgroup that drafted the original standard, provided some context to why 8 characters were originally chosen and made an argument for a single standard for all bands. Mr. Sacco asked whether this is a mandatory standard or a recommendation. Mr. Turner answered that all radios purchased with Homeland Security grant funds must meet this standard and program in the interoperable channels plan. After some discussion, the Committee agreed that if the VHF standard lowered to 7, the standard could remain at 8 for other bands.

The second proposed change is the addition of a multi-band radio standard with the same requirements, but with the addition of a footnote that clarifies that for multiband radios, the standard is only requiring P25 capable operation, not P25 required operation. Mr. Venuti asked whether the footnote is necessary, why not require P25 as a standard for all bands. Mr. Turner explained that requiring the activation of P25 for multi-band radios that do not operate on 700/800 MHz frequency bands is not necessary and adds additional expense.

Other changes included spelling and grammar corrections, new definitions, new references, and a change in format. The Committee reviewed two additional changes and chose not to include increasing the minimum channels standard and expanding the VHF frequency range.

Mr. Venuti asked the committee whether any additional changes were necessary and heard no comment. Mr. Cooper motioned to approve approval draft with changes outlined in the meeting. Mr. Sacco seconded. The motion passed unanimously.

The second technical SOP to be reviews was the Arizona Interoperable Channels plan. The first proposed change is to incorporate the priority programming guide in the title of the document, “Arizona Interoperable Channels Plan and Priority Programming Guide”. The second proposed change is to remove a footnote regarding the NIFOG and NECP goals I, II, and III. Mr. Turner explained that the footnote is a historical artifact no longer necessary in the document.

The third proposed change is to remove the outdated footnote in the priority programming tables and replace it with an updated version. The fourth proposed change is a new background section, giving the historical background of the standard as created by the SIEC. The fifth proposed change is a subsection on the restriction on the use of two channels, 8AZTAC5 and 8AZTAC5D, using language from the AIRS SOP which belongs in this document. Other changes include spelling and grammar corrections and an updated format.

Mr. Sacco asked a question regarding the lack of a direct channel for AIRS – 8AIRSD. Since AIRS is designed as a repeated system, the direct channel was previously removed. After discussion it was determined that 8TAC91D could and should be used for that purpose. Mr. Tillman reminded the committee that some channels were dropped because of channel space.

Mr. Knoll motioned to approve the draft as written. Mr. Cooper seconded. With no further discussion, the motion carried unanimously.

The third technical SOP to be reviewed was the AIRS State Plan and Standard Operating Procedures. The first proposed change is to remove the NIFOG information also contained in the Interoperable Channels plan, an unnecessary duplication. Other changes included small information updates and spelling and grammar corrections. Mr. Sacco moved for approval of the draft as written. Mr. Cooper seconds. Motion passes with no further discussion and unanimously.

The fourth and final technical SOP to be reviewed was the AIRS Improvement and Sustainability Plan. The first proposed change is to update the DPS contact information to generic contact information. Other changes include a format change and spelling and grammar corrections. Mr. Venuti asked Mr. Knoll to confirm the contact information on DPS section. Mr. Knoll confirmed that the new contact information is correct.

Mr. Cooper motioned to approve the draft as written. Mr. Knoll seconds the motion. Motion carries unanimously and with no further comment.

Mr. Jarman explained for the Committee that the AIRS State Plan and AIRS Improvement and Sustainability Plan have been officially approved and will be posted, while the other two technical SOPs will be sent to PSCC for approval in November.

Arizona Public Safety Broadband Update

Information & Discussion Item

Presenter: Michael Britt, Project Manager, PSIC Office

Dr. Britt updated the committee on the progress of the NPSBN project.

The SLIGP grant project is underway. Arizona received a grant of nearly \$3 million dollars, with a 20% in-kind match requirement. The NTIA approved the initial budget review, with another approval process expected once data collection begins. Dr. Britt informed the Committee that the plan is to combine the education and data collection efforts, which should begin in around 6 months.

Dr. Britt briefed the Committee on the impact of the federal government shutdown on the program. Some operations of FirstNet are able to continue, however, NTIA grant personnel were furloughed. Further, the lawyers for FirstNet were furloughed, so no public action can be taken by FirstNet.

Dr. Britt also presented updates from the Arizona NPSBN workgroup and the APCO broadband committee and the NPSTC working groups.

PSIC Office – Multiple Project Updates

Information & Discussion Item

Presenter: Karen Allen, Project Manager, PSIC Office

Ms. Karen Allen presented updates on a number of projects being implemented by the PSIC office:

- The Bullfrog and Toad SOPs, both written and video, are completed. The videos are available inside the Toad Mobile Communications Units (MCUs).
- The Yuma Border Interoperability Demonstration Project (BIDP) is progressing well, with a nearly complete TICP and a successful communications focused functional exercise.
- There are two important upcoming training opportunities being hosted by the PSIC Office: A seminar on The Value Proposition of the Communications Unit on November 19th and the Communications Unit Field Day to be held during the first quarter of 2014.
- The Southwest Border Communications Work Group met in August 2013, with information presented by FirstNet and on the Yuma BIDP.
- All counties will have an approved TICP by the end of the year.
- All six sites of the RICO project have been activated.
- Ron Parks has been recognized as an Arizona Regional All-Hazards Communications Unit Technician (COMT) by the National Incident Management System Communications Unit (NIMS-CU) Workgroup.
- The 5 Technical Assistance (TA) requests Arizona submitted for 2014 are
 - COMT-Train-the-Trainer
 - Communications Unit Exercise
 - TICFOG development
 - AUXCOMM workshop
 - SOP development workshop.

Mr. Venuti asked about the Navajo Nation TA, which was not specified in the presentation. Mr. Turner and Ms. Allen answered that the Navajo Nation completed their NECP Goal 2 submissions before any other tribe, and was given an opportunity to receive a general interoperability TA tailored to their specific needs as part of the Tribal Interoperable Communications Technical Assistance Program.

Call to the Public

Mr. Scott Tillman presented an update to the committee on additional channels licensed by DPS that are available for use by agencies who have signed the AIRS MOU with DPS: VMED channel, VTAC33/34 repeater pairs, and the marine channel (not available in Yuma or La Paz counties).

Adjournment

Hearing no further comment, Jeremy Knoll motioned to adjourn the meeting. Jesse Cooper seconded. The motion passed and the meeting adjourned.